



# Schedule M – Licensed Conductor Notification

(Rev. 1/09)

### WHO SHOULD SUBMIT THIS SCHEDULE

Schedule M may be submitted by a conductor organization(s) who intends to lease the bingo premises from a commercial lessor license applicant where no amendment to their conductor's license will be required. If a valid license to lease bingo premises is currently held at the commercial lessor applicant's proposed playing location, an amendment would not be required by any organization licensed to conduct bingo at that location unless there was to be a change in the location name, playing days or times.

### FORM SUBMISSION

**By mail:** Charitable Bingo Operations Division, Texas Lottery Commission, PO Box 16630, Austin, TX 78761-6630 **Via Fax:** (512) 344-5142

**FOR ASSISTANCE** in completing this form, please call 1-800-BINGO-77 (1-800-246-4677) or visit our Web site at [www.txbingo.org](http://www.txbingo.org).

### GENERAL INSTRUCTIONS

- Please print legibly or type.
- All fields must be completed for each organization being listed.
- This form must be completed and signed by the Bingo Chairperson or other officer of each of the organizations being listed.
- The Commission will not issue the commercial lessor license until all organizations intending to lease the premises from the applicant have notified the Commission of their proposed change in lessor by completion of this form, written notice or by filing an amendment application.

Name of Commercial Lessor License Applicant	Taxpayer Number

### DECLARATION BY ORGANIZATION INTENDING TO LEASE BINGO PREMISES

I declare, our organization is aware of the change in lessor to \_\_\_\_\_ and have agreed to \_\_\_\_\_  
Name of Commercial Lessor License Applicant

the lease amount stated below. I further request the Charitable Bingo Operations Division to amend my organization's bingo record to reflect this change in commercial lessor and lease amount upon approval of the pending license application.

<b>1</b>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<b>\$</b>	<input style="width:95%;" type="text"/>
	Name of the Organization	Taxpayer Number		Lease Amount per Occasion
<b>sign here</b> ▶	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>		<input style="width:95%;" type="text"/>
	Signature of the Bingo Chairperson or Officer	Print Name and Title		Date
<b>2</b>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<b>\$</b>	<input style="width:95%;" type="text"/>
	Name of the Organization	Taxpayer Number		Lease Amount per Occasion
<b>sign here</b> ▶	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>		<input style="width:95%;" type="text"/>
	Signature of the Bingo Chairperson or Officer	Print Name and Title		Date
<b>3</b>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<b>\$</b>	<input style="width:95%;" type="text"/>
	Name of the Organization	Taxpayer Number		Lease Amount per Occasion
<b>sign here</b> ▶	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>		<input style="width:95%;" type="text"/>
	Signature of the Bingo Chairperson or Officer	Print Name and Title		Date
<b>4</b>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<b>\$</b>	<input style="width:95%;" type="text"/>
	Name of the Organization	Taxpayer Number		Lease Amount per Occasion
<b>sign here</b> ▶	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>		<input style="width:95%;" type="text"/>
	Signature of the Bingo Chairperson or Officer	Print Name and Title		Date
<b>5</b>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<b>\$</b>	<input style="width:95%;" type="text"/>
	Name of the Organization	Taxpayer Number		Lease Amount per Occasion
<b>sign here</b> ▶	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>		<input style="width:95%;" type="text"/>
	Signature of the Bingo Chairperson or Officer	Print Name and Title		Date